

# IOWA PUBLIC CHARTER SCHOOL PROGRAM

## APPLICATION PACKET FOR CHARTER SCHOOL STATUS

Due Date: December 15 (of the year prior to desired charter status)

Opening Date: Fall

Iowa Department of Education  
Grimes State Office Building  
400 East 14<sup>th</sup> St.  
Des Moines, IA 50319-0146

Contact:

Del Hoover, Deputy Division Administrator  
515-281-8402  
[Del.Hoover@iowa.gov](mailto:Del.Hoover@iowa.gov)

Revised Date: September 2008

It is the policy of the Iowa Department of Education not to discriminate on the basis of race, creed color, sex, sexual orientation, gender identity, national origin, gender, disability, religion, age, political party affiliation, or actual or potential parental, family or marital status in its programs, activities, or employment practices as required by the Iowa Code sections 216.9 and 256.10(2), Titles VI and VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000d and 2000e), the Equal Pay Act of 1973 (29 U.S.C. § 206, *et seq.*), Title IX (Educational Amendments, 20 U.S.C. §§ 1681 – 1688), Section 504 (Rehabilitation Act of 1973, 29 U.S.C. § 794), and the Americans with Disabilities Act (42 U.S.C. § 12101, *et seq.*).

If you have questions or grievances related to compliance with this policy by the Iowa Department of Education, please contact the legal counsel for the Iowa Department of Education, Grimes State Office Building, Des Moines, IA 50319-0146, telephone number 515/281-5295; or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison Street, Suite 1475, Chicago, IL 60661, telephone number 312/730-1560, fax 312/730-1576, email: [OCR.Chicago@ed.gov](mailto:OCR.Chicago@ed.gov).

## INTRODUCTION

The contents of this revised Charter School application packet will outline the procedures for applying to become an Iowa Public Charter School.

- ✓ Iowa law allows for authorization of twenty (20) charter schools.
- ✓ As of September 1, 2008 there are nine (9) authorized charter schools in Iowa.

A charter school in Iowa is a public school initiated by a principal or group of parents, guardians, or teachers as an autonomous school of choice. A charter school may be created by converting an existing school or part of an existing school (school within a school). The “charter,” or contract, describes the school goals, standards, education design, governance, and operations. The degree of autonomy exercised by the charter school on issues such as curriculum and facilities is negotiated between the charter applicants and the local school board. The charter school is not a separate legal entity independent of the school district. It is a public school, defined uniquely by a charter and remains within the school district.

The purpose of a charter school shall be to accomplish the following:

- Improve student learning.
- Increase learning opportunities for students.
- Encourage the use of different and innovative methods of teaching.
- Require the measurement of learning outcomes and create different and innovative forms of measuring outcomes.
- Establish new forms of accountability for schools.
- Create new professional opportunities for teachers and other educators, including the opportunity to be responsible for the learning program at the school site.

The goal for charter schools shall be to accomplish the following:

- Determine the impact of charter schools on student learning.
- Provide increased opportunities for parental choice.
- Disseminate best practices.
- Provide opportunities for education innovation.

### **Charter School Development**

School-centered governance, autonomy, and a clear purpose and design for how and what students will learn are the essential characteristics of a charter school. At the center of the charter is a clear statement of mission, goals, philosophy, values, and principles that serve to guide the creation and operation of the learning environment.

The charter school must implement innovative strategies and proven methods for improving student achievement which are developed around local academic content standards and based on effective, research-based methods and strategies.

The charter school shall embody a comprehensive design for effective school functioning including data-driven instruction, assessment, classroom management, professional development, parental involvement, school management, and a commitment to creating a positive learning climate. This design shall align with the school's curriculum, technology, and professional development.

The charter application describes the school's design and delineates mutual agreements among the charter developer, the local school board, and other parties regarding such issues as: budget, employment, contracted services, governance, facilities, special education, content standards, curriculum, and assessment of students.

### **Application Process – General Information**

All applications should reflect a vision that addresses the needs of all students who will be attending the school. Each successful charter school application will clearly identify the performance goals and objectives by which the achievement of all students will be measured. These goals are to be aligned with the overall district-wide goals for school improvement and student achievement.

### **Eligible Applicants (Developers)**

The individual(s) submitting a charter school application are considered "charter school developer(s)."

- A principal, and/or group of parents, guardians, and/or teachers may submit an application to their local school board to create a new school or convert an existing school to a charter school.
- The school must be physically located within their school district.
- The application must demonstrate the support of at least 50% of the teachers employed at the school and 50% of the voting parents or guardians whose children are enrolled at the school on the date of submission of the application.

The process of preparing to apply for Charter School Status should consist of a series of meetings, dialogues, and negotiations between the appropriate district staff, community, and school board members. The open sharing of information and ideas between all parties is essential to the process and the development of a successful public charter school. Early, informal discussions between the developer and the school district are highly encouraged before the official application to the local school board.

### **How to Submit an Application**

1. Guidelines and forms for completing an application are provided by the Iowa Department of Education in the “Charter Schools Application Packet” in the Options of School Choice section.  
([www.iowa.gov/educate/content/blogcategory/180/923/](http://www.iowa.gov/educate/content/blogcategory/180/923/) )
2. Submit the application to the local school board by **October 1**.
3. Be available for questions from the local school board prior to the date of the board meeting and at the meeting when the board will vote on the application.
4. Work with the local school board to assure the approved application is submitted to the Iowa Department of Education no later than thirty (30) days following board action. An appeal to a denial by a local school board may be submitted within the same time frame.

### **Local School Board Responsibility**

1. Local school boards should develop and adopt procedures, criteria, and weighting of the criteria to determine approval or denial of a proposed charter school status application. A local school board may elect to adopt the guidelines developed by the Iowa Department of Education outlined in this application packet. At a minimum, guidelines must reflect the criteria developed by the Iowa Department of Education.
2. Receive and review all Charter School status applications for converting an existing school or creating a new school for a charter school.
3. In the review process, the board should include: (1) a person with a demonstrated knowledge of charter schools, regardless of whether that person resides within the district or not, and (2) a parent or guardian of a child that would be enrolled in the charter school.
4. The board should consider holding community meetings in the affected areas or the entire district to assist the local board in its decision to approve an application for charter school status.
5. Inform the developer of the date the board will review and take action on the application.
6. The board shall accept or deny the application for charter school status within sixty (60) calendar days (**December 15**) after the application is received. If the application is denied, written notice must be provided to the developer and the Iowa Department of Education within thirty (30) days after board action. The notice must specify the exact reasons for denial and provide documentation supporting those reasons. The

Department contact is Del Hoover, Deputy Division Administrator, Grimes State Office Building, 400 East 14<sup>th</sup> St, Des Moines IA 50319.

### **Application Process: Instruction Information**

1. A developer cannot apply to, or be granted a charter by a school district unless the attendance center is located within the school district.
2. The local board of education shall receive and review all applications for charter schools.
3. The application must demonstrate the support of at least 50% of the teachers employed at the school on the date of submission of the application and 50% of the voting parents or guardians whose children are enrolled at the school. **Note: Voting could include the following: signing a petition, a ballot, etc. Regardless of the method, documentation is required.**
4. An application that is received on or before October 1 of a calendar year shall be considered for approval and for the establishment of a charter school at the beginning of the school district's next school year or at a time agreed to by the developer and the local school board.
5. A local school board may receive and consider applications after October 1 at its discretion.
6. The approved charter school application shall serve as the basis for the public charter school contract. All negotiations between the developer and the local school board on the application shall be conducted before approval of the application. All terms of the application must be agreed upon, no later than sixty (60) days after the local school board has received the application.
7. If the application is denied, written notice must be provided to the Developer and the Iowa Department of Education within thirty (30) days after board action. The notice must specify the exact reasons for denial and provide documentation supporting those reasons. Denied applications and reasons should be sent to the Department contact:  
Del Hoover, Deputy Division Administrator  
Iowa Department of Education  
Grimes State Office Building  
400 East 14<sup>th</sup> Street  
Des Moines, IA 50319-0146
8. If the local school board denies a charter school application, the charter applicant may appeal the decision to the State Board of Education pursuant to the Iowa Code, Chapter 1124, Section 256F.3(5).
9. Upon Charter School Status application approval from the local school board, provide seven (7) copies and one (1) original with original signatures of the approved application to the Department of Education **by December 15**. The Department contact is:  
Del Hoover, Deputy Division Administrator

Iowa Department of Education  
Grimes State Office Building  
400 East 14<sup>th</sup> Street  
Des Moines, IA 50319-0146

### **Review Process**

The Iowa Department of Education shall appoint, at minimum, five individuals knowledgeable in student achievement and non-traditional learning environments to review each application for charter school status. **Note: A reviewer shall not participate in the review of any application in which the individual may have an interest, direct or indirect.**

Applications shall be ranked on a point system, and applications shall be recommended in rank order, beginning with the application with the highest points. In the event that two or more applications tie, the applications will be reviewed until the tie is broken.

The maximum number of points for an application is 100. The maximum points for each criterion provided in Iowa Code section 256F.5 shall be as follows:

1. Overview: 10 points
2. Organization and Structure: 25 points
3. Facilities and Financial Support: 25 points
4. Student Achievement: 40 points

The State Board of Education shall review the recommendations provided by the Department of Education. The state board shall, by majority vote, approve or deny an application within sixty (60) calendar days of receipt of the application and shall notify applicants within fourteen (14) days of the state board's decision.

<p>Iowa Public Charter School Program <b>Application Process for Charter School Status</b></p>
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### **GUIDELINES**

Upon Charter School Status application approval from the local school board, provide seven (7) copies and one (1) original with original signatures of the approved application to the Department of Education **by December 15.**

Applications are to be sent to:

Del Hoover, Deputy Division Administrator  
Iowa Department of Education  
Grimes State Office Building  
400 East 14<sup>th</sup> Street  
Des Moines, IA 50319-0146

The application must follow the format outlined in this application packet. Applicants may include any additional information they believe will help the Department of Education in making a recommendation to the State Board of Education and/or any additional information required by the local district. Additional materials should be submitted in the Appendix section of the application, labeled as necessary.

### **Application Sections**

There are four sections of the application. A fifth section, the Appendix, will include Iowa Public School Assurances and any other information the applicants have chosen to include.

The four sections, along with any subsections and point values are:

Cover Sheet

1. Overview: 10 points
  - a. Mission and Vision
  - b. Innovation
2. Organization and Structure: 25 points
  - a. Governance
  - b. Advisory Council
  - c. Organization of school (grades, ages)
  - d. Admission policy and lottery process
  - e. Number and qualifications of teachers and administrators
  - f. Teacher and administrator evaluation
  - g. Professional development
  - h. Plan of operation in case charter revokes or fails to renew its contract

- i. Specific statutes, rules, and policies the charter school does not intend to comply
- 3. Facilities and Financial Support: 25 points
  - a. Provision of facilities
  - b. Financial plan for operation
  - c. Assurance of assumption of liability
  - d. Insurance information
  - e. Transportation plan
- 4. Student Achievement: 40 points
  - a. Performance goals and objectives
  - b. Educational program and curriculum, including services to ELL, students with disabilities, students considered to be “at-risk”
  - c. Assessment plan - Indicators of how the charter school will meet its purpose
- 5. Appendix
  - a. Iowa Charter School Assurances (Found in “Forms” section) REQUIRED
  - b. Agreement to Comply (Found in “Forms” section) REQUIRED
  - c. Copy of current health inspection approval REQUIRED
  - d. Implementation Timeline REQUIRED
  - e. List of Waivers requested REQUIRED
  - f. Other information the applicant would like to include OPTIONAL

### **Cover Sheet**

Complete a cover sheet that will include the following items. A sample cover sheet is included in the “Forms” section of this application packet on **page 18**.

- Name of developer(s)
- Addresses, phone number(s), and e-mail of developer(s)
- Resident school district of developer(s)
- Name and contact information for the Charter School manager
- Brief (3-4 lines) description of the proposed charter school
- Name of the proposed charter school
- Local school district
- Number of students in the district by elementary, middle and high school as appropriate to the charter school
- Whether applicant is proposing an entirely new school within an existing school or converting an existing school to charter school status



## **Charter School Overview** (10 points)

The mission and vision of a school sets the guiding principles and directives for the school's purpose. A clear mission statement will challenge a school to work for continuous improvement. In narrative form, **not to exceed three (3) single-spaced, type-written pages**, provide the following information:

### ***Mission and Vision***

The mission of the charter school defines the vision and direction of the public charter school. When clarifying the mission, the Developer should consider the specific population to be served and the unique focus of the school. Reflect upon the education programs to be offered and how an improvement in student achievement will result.

- Why is this charter school being formed? What is the purpose of the charter school?
- What is the mission or broad goal for the charter?
- What are the anticipated outcomes? Clearly explain how the charter school will monitor progress and achieve results.
  - Note: Iowa Public Charter School Law requires the development of different and innovative forms of measuring outcomes beyond ITBS/ITED.
- Describe the characteristics of the community where the charter school will be located including race, ethnicity, socioeconomic information, and primary languages spoken.
- Describe student needs that will be addressed through the charter school. Specifically address how student learning will be improved.

### ***Innovation***

As stated in 256F.1 of Iowa Code, the purpose of charter schools shall be to "improve student learning by increasing opportunities for students." Charter schools are to "encourage the use of different and innovative methods of teaching."

- What **innovative** (new or novel) approaches will be used in the charter school and how will those approaches increase learning opportunities for students?
- Describe the specialized focus of the charter.
- State a clear mission statement for the school that encompasses the innovative approaches or specialized focus.
- Describe what population the innovation will target.

## **Organization and Structure (25 points)**

This section of the application focuses on aspects of organization and structure that allow for effective and efficient running of the school.

Please provide information about each area using the bullets as a guide for developing your responses. Answers may be in narrative, graph, or table form and **should not exceed 10 single-spaced, type-written pages**.

### ***Governance***

Please provide information about each area using the bullets as a guide for developing your responses.

- Detail the implementation timetable.
- Describe the involvement of the local school board and the process used in selecting a Charter School Manager. The name and qualifications of the Manager are to be provided.
- Describe how parents will be involved in the school.
- Explain how progress toward charter implementation will be reported to all stakeholders.
- Detail policies explaining how grievances and conduct will be handled.
- Provide a plan of action to be implemented should the public charter school revoke or fail to renew its status.
- List the specific statutes and administrative rules and school board policies with which the public charter school does not intend to comply.

### ***Advisory Council***

Please provide information about each area using the bullets as a guide for developing your responses.

The Charter School Advisory Council is responsible for oversight and guidance to school implementation, evaluation of progress monitoring, and goal attainment. According to IAC 281-68.4(2)(b)(2) the advisory council shall, to the greatest extent possible, reflect the demographics of the student population served by the charter school.

The local school board, in consultation with the Charter School Advisory Council will decide matters relating to budgeting, curriculum, and operating procedures. The Advisory Council assures that both the charter and the local district fulfill the agreements of the charter contract. No more than one (1) district school board member may serve on the Advisory Council.

- Identify Advisory Council members
- Describe how Advisory Council members are chosen
- Explain the roles and responsibilities of the Advisory Council

- Explain how Advisory Council meeting agendas and minutes will be made available for all stakeholders

### ***Enrollment and Admission***

Please provide information about each area using the bullets as a guide for developing your responses.

- An explanation of how admission information will be made available to all stakeholders. Assure the admissions policy clarifies the practices in place to assure prospective students are not discriminated against on the basis of race, creed, color, sex, sexual orientation, gender identity, national origin, religion, ancestry, or disability except if the charter school limits enrollment pursuant to Iowa Code section 256F.4(3).
- A description of the lottery process that is in place for charter school admissions.
- Details concerning the organization of the school, including ages of students or grades to be taught along with maximum school enrollment.
  - Note: Developers may consider including the non-discrimination policy and/or the charter school enrollment application as a part of the appendix.

### ***School Administration and Staff***

Please provide information about each area using the bullets as a guide for developing your responses.

Iowa Public Charter School Law requires that employees of the charter school are to be considered employees of the district and hold appropriate license. According to IAC 281-68.4(2)(b)(5) hiring shall, to the greatest extent possible, reflect the demographics of the student population to be served by the public charter school.

- Describe the process for staffing the charter school, including the total number of teaching positions and the projected teacher-student ratio.
- Describe the procedures for teacher and administrator evaluation.
- Clearly explain the professional development opportunities teachers will be given to help them integrate the charter's innovative instructional strategies in the classroom. Professional development should be offered for both administrators and teachers and incorporate the Iowa Teaching Standards and other requirements under IAC 281-12.7.

### ***Federal and State Requirements***

Please provide information about each area using the bullets as a guide for developing your responses.

- Describe special education in accordance with 256B

- Describe services to be provided to students who are English Language Learners in accordance with section 280.4
- Describe how charter school will comply with nutrition guidelines found in 42 U.S.C. sections 1751-1788.
- Complete and attach Iowa Public Charter School Assurances form (found in “Forms” section)

## **Facilities, Transportation, and Finances (25 points)**

This section of the application focuses on facilities, transportation and finances. Using the headings and bullets as a guide, please provide information in narrative, graph, or spreadsheet format explaining each section. Information for this section **should not exceed ten (10) single-spaced type-written pages**.

### ***Facilities***

Please provide information about each area using the bullets as a guide for developing your responses.

- Provide the street address.
- Describe the interior and exterior of the building (e.g. # of floors, # of classrooms, restrooms, accessibility).
- List other rooms such as library, gym, ICN, etc.
- Briefly describe why this location was chosen.
- Describe the agreement between the application developer and the local school board regarding legal liability and applicable insurance coverage for the charter school. **Charter schools are a part of the public school district and school district liability.**
- Describe the types and amount of insurance coverage for the charter school.
  - Charter School Developer and local school district are responsible for assuring that all health, safety, and accessibility requirements have been met prior to the opening of the charter school.
- Provide one copy of the current health inspection approval as a part of the Appendix.

### ***Transportation***

Please provide information about each area using the bullets as a guide for developing your responses.

A charter school may choose not to offer transportation services; however, then the developer must negotiate to utilize the district’s existing transportation department, or contract with an outside provider for transportation services. If the charter school’s approved charter includes provisions of transportation

services by the school district, the charter school and the district shall collaborate in developing a transportation plan to use district equipment to transport students enrolled in the charter school.

The provision of transportation services involves many federal and state rules and regulations and involves insurance and other liability implications. Any small vehicles or school buses owned and operated by a charter school or school district or under contract must meet the safety and operating standards as prescribed in Iowa State Board Rules. Contact Max Christiansen at the Iowa Department of Education (515-281-4749) with any transportation questions.

- If using district transportation, explain collaboration between charter school and district with regard to transporting students enrolled in the charter school.
- If not utilizing district transportation, but planning to provide transportation for students, provide a description of how the charter school plans to meet the transportation needs of its students, and specifically the needs of low-income and academically low-achieving students. This should include any costs that will be incurred.

### ***Finances***

Please provide information about each area using the bullets as a guide for developing your responses.

- Submit a budget for the proposed charter school that includes both expenses and revenue streams projected for the first year of operation. Include a budget narrative that provides details and explanations of formulas and calculations. A budget narrative should also be submitted, supporting all planned expenditures and formulas.
- At a minimum, the following items are to be included:
  - Revenue Streams: Categorical funding  
Per pupil revenue funding  
Federal aid (Special Education, Title I)  
Other anticipated funding sources
  - Projected Expenses: Salaries and benefits  
Lease agreements  
Utilities  
Accounting  
Materials and supplies  
Marketing  
Postage and printing  
Audit (fiscal and program)  
Legal  
Other costs
- **Note:** The Charter school is subject to the same financial audits, audit procedures, and audit requirements as the school district. The audit shall

be consistent with the requirements of sections 11.6, 11.14, 11.19, 256.9 subsection 19, and section 279.29 except to the extent deviations are necessary because of the programs of the school. The United States Department of Education, the Iowa Department of Education, the state auditor, or the legislative fiscal bureau may conduct financial, program, or compliance audits.

## **Student Achievement (40 points)**

Delivering quality, innovative (new or novel) educational options for all children is the defining feature of public charter schools. The charter school will have the potential for high student achievement when clear goals are set and an innovative educational program is used that is sensitive to the needs of the learners. Use the headings and bullets as a guide in the development of your response. Provide the necessary information in narrative form **not to exceed fifteen (15) single-spaced, type-written pages**.

### ***Performance Goals***

Please provide information about each area using the bullets as a guide for developing your responses.

Measurable progress over time will be used to evaluate the school's goal attainment. Baseline data must be established during the schools first year.

- **Academic Goals:** List and explain the selection of academic goals established for the charter school. Each goal must:
  - Be challenging and measurable
  - Contain specific indicators
  - Include timelines for achievement
  - Align with the mission, grade level, or age appropriate student groups
  - Align with academic area focus and include reading, mathematics, and science at the required levels
- **Non-academic Goals:** Non-academic goals help the school address the specific needs of the school and the population to be served. Areas that might be targeted would be citizenship, attendance, parent participation, drop-out, etc.
  - List and explain the selection of non-academic goals establish for the charter school. Each goal must be measurable and align with the school's mission.

### ***Educational Program***

Please provide information about each area using the bullets as a guide for developing your responses.

The educational program describes the outcomes, content standards, areas of focus, curriculum, innovative teaching strategies and methodologies, materials, and resources to be used at the charter school that will positively impact student achievement.

- Clearly describe the research based educational program(s) to be used
- Describe how the charter school will increase student achievement
- Describe the relationship between the charter school's educational goals and the district goals
- Describe how students will be organized for instruction
- Describe how services will be offered to all students, including those considered "at risk," English Language Learners (ELL), those with Individual Education Programs (IEP), and Gifted/Talented (G/T) students

### ***Assessment Plan***

Please provide information about each area using the bullets as a guide for developing your responses.

The assessments to be used in determining student achievement and program goal attainment must be valid and reliable. Assessments should measure the knowledge and skills that are expected to be taught in the educational program.

At a minimum, the state assessment required for accountability (ITBS/ITED or alternate assessment) must be used to assess achievement. The district may require other assessments.

- Identify the forms of assessments that will be used to monitor progress and measure academic growth
- Describe the process to be used to establish baselines for incoming students in reading, mathematics, and science. Baselines must cover the same grade levels required by state and federal laws as appropriate to population of the charter school.
- List the assessments that will be administered annually. If more than one test is to be used, indicate the grade levels for each test.
- List school specific assessments that are to be used such as end of course or authentic assessments (portfolios, projects, performances)
- Describe the process to be used in making evaluative comparisons, interpreting data, and determining the academic progress of all students. Data must be disaggregated to identify achievement for subgroups of students (gender, race, ethnicity, disabilities, SES, ELL)
- Describe the process for reporting student achievement and progress to (1) students and parents, (2) the local school board and the Iowa Department of Education, (3) wider public, and (4) teachers and staff. Report on student performance as related to state indicators described in Chapter 12.8(3).

## **CHECKLIST FOR SUBMISSION**

- ✓ Cover sheet (Found in Forms section) **page 18**
- ✓ Application
- ✓ Implementation Timeline  
This timeline will show the plan that has been set forth for full implementation of the charter school. It may include, but is not limited to information sharing with the stakeholders, enrollment procedures and dates, and teacher hiring plans.
- ✓ Public Charter School Budget and Budget Narrative
- ✓ Assurances (Found in Forms section) **pages 19-21**
- ✓ Copy of Current Health Inspection Approval
- ✓ List of requested State Waivers



IOWA PUBLIC CHARTER SCHOOL PROGRAM

CHARTER SCHOOL STATUS APPLICATION

**Required Forms**

Forms Included in this Section:

- Cover Sheet (Required)
- Iowa Public Charter School Assurances (Required)

# IOWA PUBLIC CHARTER SCHOOL PROGRAM

## Application Cover Sheet

Name of Proposed Charter School	
Address of Proposed Charter School	
Applicant (Developer) Address City, State, Zip Telephone (day) (evening) (fax) (other)	
Local School District	
Superintendent	

Brief description of proposed charter school (3-4 sentences)

Number of Students in the district:   \_\_\_ Elementary School  
   \_\_\_ Middle School  
   \_\_\_ High School

\_\_\_ Yes \_\_\_ No – Is the proposal a new school within an existing school?

\_\_\_ Yes \_\_\_ No – Is the proposal converting an existing school to charter school status?

## IOWA PUBLIC CHARTER SCHOOL PROGRAM

### **Application Assurances**

Pursuant to Iowa Public Charter School Law, Chapter 1124, a developed application grant under the Public Charter School Program (PCSP) must meet all applicable federal, state, and local health and safety requirements and laws prohibiting discrimination on the basis of race, creed, color, sex, national origin, religion, ancestry, gender identity, sexual orientation, or disability. A charter school shall be subject to any desegregation plan in effect for the school district. At the time the school's charter application is approved the charter school shall:

- A. Implement (i) the objectives of the charter school; and (ii) the methods by which the charter school will determine its progress toward achieving those objectives.
- B. Establish a working relationship between the charter school, the local school board, and the school district.
- C. Involve parents and other members of the community in the planning, program design, and implementation of the charter school.
- D. Request and justify waivers/revisions of any Federal statutory or regulatory provisions that the eligible applicant believes are necessary for the successful operation of the charter school, and a description of any State or local rules, generally applicable to public schools, that the applicant proposes to be waived, or otherwise not apply, to the school.
- E. Participate for the life of the charter in all data reporting and evaluation activities as requested by the U.S. Department of Education and the Iowa Department of Education. This includes participating in any federal or state funded charter school evaluations or studies, final grant report documentation and financial statements.
- F. Inform students and parents in the community about the charter school and an equal opportunity to attend the charter school.
- G. Operate as a nonsectarian, nonreligious public school.
- H. Be free of tuition and application fees to Iowa resident students between the ages of five and twenty-one years.

- I. Will comply with all provisions of the Nonregulatory Guidance – Public Charter School Program of the U. S. Department of Education, which includes the use of a lottery for enrollment if the charter school is oversubscribed.
- J. Be subject to and comply with Charters 216 and 216A relating to civil and human rights.
- K. Comply with federal laws including, but not limited to, the Age Discrimination Act of 1975, Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, and Part B of the Individuals with Disabilities Education Act.
- L. Provide special education services in accordance with Chapter 256B.
- M. Ensure that a student's records, and if applicable, a student's Individual Education Program (as defined in section 602(11) of the Individuals with Disabilities Act) are transferred from a charter school upon the transfer of the student from a charter school to another public school, in accordance with the applicable law (P.L. 107-110, section 5208).
- N. Will comply with all provisions of the No Child Left Behind Act, including but not limited to, provisions on school prayer, the Boy Scouts of America Equal Access to Students and Student Recruiting Information, the Unsafe School Choice Option, the Family Educational Rights and Privacy Act (FERPA) and assessments (P.L. 107-110).
- O. Be subject to the same financial audits, audit procedures, and audit requirements as a school district. The audit shall be consistent with the requirements of sections 11.6, 11.14, 11.19, 256.9 subsection 19 and section 279.29 except to the extent deviations are necessary because of the program at the school. The department, the auditor of state, or the legislative fiscal bureau may conduct financial, program, or compliance audits.
- P. Be subject to and comply with Chapter 284 relating to the student achievement and teacher quality program. A charter school that complies with Chapter 284 shall receive state moneys or be eligible to receive state moneys as provided in Chapter 284 as if it did not operate under a charter.

- Q. The charter school assures that it will not conduct a program of instruction until such time as:
1. The requisite health and safety and accessibility standards for the school building have been met according to the local health and fire department inspectors;
  2. Adequate equipment, materials, and guidance and counseling services are available; and,
  3. Conditions are adequate to provide for the economical operation of the school with an adequate learning environment.
- R. The charter school will maintain an active parent/guardian involvement process.
- S. Be subject to and comply with Chapters 20 and 279 relating to contacts with and discharge of teachers and administrators.
- T. Be subject to and comply with provisions of Chapter 285 and 282.18 subsection 10 relating to the transportation of students.  
(Note: A sending district shall make payments to the charter school in the manner required under section 282.18 subsection 7.)
- U. Meetings of the advisory council are subject to the provisions of Chapters 21 and 22.

**NOTE:** A charter school shall not discriminate in its student admissions policies or practices on the basis of intellectual or athletic ability, measures of achievement or aptitude, or status as a person with a disability. However, a charter school may limit admission to students who are within a particular range of age or grade level or on any other basis that would be legal if initiated by a school district. Enrollment priority shall be given to the siblings or students enrolled in a charter school.

**WE, THE UNDERSIGNED,** do hereby submit an Iowa Public Charter School Program application and agree to the conditions and assurances contained therein.

School District Superintendent Signature	Date
School District Board of Education President	Date
School District Authorized Representative	Date
Charter School Developer/Contact	Date

